



The Mission to Seafarers Southern Ontario

Caring for Seafarers from around the world.

INSPIRATIONAL CAREER OPPORTUNITY

About Us

The Mission to Seafarers Southern Ontario (MTSSO) is an independent not-for-profit Port welfare organization operating in the Ports of Oshawa, Toronto, Hamilton and Port Colborne. With roots grounded in the values of the Anglican tradition, the Mission is a place to call home for seafarers who visit our ports of call. Reporting to and working with a volunteer Board of Directors, the Executive Director has accountability for the long-term vision, strategy and planning for the Mission, as well as day to day oversight of the locations it serves.

MTSSO provides inter-faith care and support to all Seafarers including hospitality, pastoral care, and advocacy in cases of human rights issues or working conditions. In the community, the Executive Director is responsible for liaising with the port partners and other stakeholders in seafarer welfare. The role provides direction and guidance to local Port Chaplains and/or volunteers and may also undertake shipboard duties as a Chaplain when required.

Career Opportunity Overview

Reporting to the Board of Directors, the Executive Director ensures all organization activities are in compliance with all applicable local and Canadian legislation, Port safety and security protocols, financial obligations and any other regulations or decisions from Mission to Seafarers Canada, MtS UK and/or local Diocese.

This unique position, combining both business experience and religious order is a part-time position consisting of approximately 20 hours weekly. Mobility to travel between all locations served and time flexibility is required to attend on ships or provide on-call support including crisis care as the need arises.

This is an ideal position to combine with a part time clergy role, if desired.

The remuneration package consists of:

- A stipend of between \$18,300 and \$26,600 per annum;
- Housing allowance of \$800 monthly;
- Mileage and limited travel expenses will be reimbursed;
- Medical, Dental and Extended Health Benefits;
- Professional Development; and
- Pension plan or modest RRSP contribution.



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APPLICATION PROCESS

To express your interest in this unique opportunity, we invite you to send in your *cover letter* indicating how your experience will enhance our Mission to assist seafarers, along with your *current resume*. Please visit our website at mtsso.org to view the full position description.

Please forward your documents to: mtsso2017@gmail.com

POSITION OVERVIEW

General activities and functions include, but are not limited to:

PROMOTION RESPONSIBILITY

- Promote, maintain and expand the Mission to Seafarers organization in support of the Seafarers
- Coordinate and organize the annual fund-raising events
- Advocate for the needs of the Seafarers

FINANCIAL RESPONSIBILITY

- Oversee all donations and other payments, ensure Charitable donation receipts are issued
- Prepare the draft of the Annual Budget
- Coordinate all utilities and other service providers for all locations including payments

CHAPLAIN RESPONSIBILITY

- Provide spiritual leadership, counselling and support services inline with Seafarer needs
- Provide crisis support counselling as the need arises
- Carry out applicable Chaplain duties as outlined in the Job Description for MTSSO Chaplains.

OPERATIONAL RESPONSIBILITY

- Conduct ship visits, meeting with seafarers
- Regularly visit each Port office location
- Oversee, train and mentor Chaplains and other volunteers
- Participate with a number of industry related and/or maritime groups

BOARD MANAGEMENT RESPONSIBILITY

- Prepare reports, statistics and analysis as requested to the Board
- Attends all regular meetings of the Board.

TIME and RECORDS MANAGEMENT

- Develop and maintain work schedules for self and all other Chaplains such that all vessels trading within the Ports of Hamilton, Toronto or Oshawa have access to an MTSSO Chaplain



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QUALIFICATIONS

- Post-secondary education in Theological and Divinity studies at a recognized institute
- Minimum of one (1) unit of Supervised Pastoral Education from the Canadian Association for Spiritual Care (CASC) or equivalent education and experience
- Functional business management experience
- Demonstrated spiritual maturity and integrity coupled with a high degree of sensitivity, compassion, gentleness, caring, humility and approachability
- Knowledge of various models of spiritual care and appropriate use
- Demonstrated conflict resolution skills and crisis intervention techniques.
- Excellent communication skills including public speaking
- Superior interpersonal skills and the ability to build trusting relationships quickly
- Solid experience with successful fundraising efforts and networking techniques
- Experience with advocacy for social justice issues
- Solid leadership ability managing, coaching and/or counselling people
- Able to influence, collaborate and negotiate with vendors, services and other stakeholders
- Strong decision-making skills, including strategic and creative thinking abilities
- Effective at problem solving and providing solutions
- Strong knowledge of corporate finance and fiscal responsibilities
- Strong knowledge of board governance principles and managerial best practices
- Highly organised and able to multi-task
- Experience with various social media platforms, uploading posts to promote the Mission
- Proficient computer skills with Microsoft Office products
- Valid Standard First Aid Certificate with CPR, Level C an asset
- Nonviolent Crisis Intervention Certificate an asset
- Criminal Record Check / Vulnerable Sector will be conducted